

This **ServSafe Manager Certification Course & Exam** was developed by the Educational Foundation of the National Restaurant Association. The text, ServSafe Manager 7<sup>th</sup> Edition, is part of the Foundation's food safety program. After completing the classroom work, participants take a national certification exam and upon passing receive their Food Protection Manager Certification that is valid for 5 years.

**The ServSafe Course is for:**

- Anyone in charge of food service operations such as hotels, restaurants, schools, clubs, churches, or any other food service establishment.
- Food and Beverage Managers
- Catering Managers
- Chefs
- Dietary Managers

**Cleanliness and Safe Food Matter:**

- The Centers for Disease Control and Prevention (CDC) estimate that foodborne diseases cause 76 million illnesses and 5,000 deaths annually. Approximately half of all foodborne illness outbreaks happen in food service operations.
- It's the law! The latest VA Food Regulation update now requires that each food establishment must employ at least one Certified Food Protection Manager who has supervisory and management responsibilities.

As of July 1, 2018, every permitted foodservice facility in Virginia will be required to have at least one certified manager on staff that has supervisory responsibility.

**FOR MORE INFORMATION CONTACT**

**Kimberly Booker**  
FCS Extension Agent, for  
Albemarle County VCE Office  
460 Stagecoach Road  
Charlottesville, VA 22902  
434-872-4579  
KimberlyB@vt.edu

GROUP CLASSES ARE AVAILABLE UPON REQUEST FOR GROUPS OF 10 OR MORE. A REDUCED REGISTRATION OF \$120/PERSON IS AVAILABLE FOR GROUP CLASSES. PLEASE CALL 434-872-4579 FOR MORE INFORMATION.

**Provided by:**



**In cooperation with:**



**The National Food Safety Education Program**

*If you are a person with a disability and desire any assistive devices, services or other accommodations to participate in this activity, please contact Kimberly, at (434)872-4579 during business hours of 8:00 a.m. and 5:00 p.m. to discuss accommodations 5 days prior to the event. \*TDD number is (800) 828-1120.*



**Registered ServSafe Proctor  
& Certified ServSafe Instructor**

**National Restaurant Association  
ServSafe Manager Certification Course**



**OFFERED BY  
ALBEMARLE/ CHARLOTTESVILLE  
VIRGINIA COOPERATIVE EXTENSION**

**March 18, 2019**

**AND**

**March 25, 2019**

**(THIS IS A TWO-DAY CLASS)**



## Registered ServSafe Proctor & Certified ServSafe Instructor

### **THIS TWO-DAY CLASS WILL BE HELD\*:**

March 18, 2019

**AND**

March 25, 2019

Thomas Jefferson Health District  
1138 Rose Hill Dr., Door #3  
Charlottesville, VA 22902  
9:00 am - 4:30 pm

**Registration Deadline: March 8, 2019**

\*This class is **TWO DAYS**  
with the exam during  
the last half of the 2<sup>nd</sup> day

### ~~~~~ Courses taught by

Casandra Styles, EHS Sr., VDH  
Jason Fulton, EHS, Sr., VDH  
E. Archer Campbell, REHS, VDH  
Kimberly Booker, Extension Agent, VCE

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Issued in furtherance of Cooperative Extension work, Virginia Polytechnic Institute and State University, Virginia State University, and the U.S. Department of Agriculture cooperating. Edwin J. Jones, Director, Virginia Cooperative Extension, Virginia Tech, Blacksburg; M. Ray McKinnie, Administrator, 1890 Extension Program, Virginia State University, Petersburg.

### **COURSE FEE**

The cost of the course is \$150, if registered by the deadline. **The fee includes class, textbook, and exam proctoring.** The fee for registering after the deadline is \$170.

### **COURSE MATERIALS INFORMATION**

The textbook is available in English, Chinese or Spanish. Exams are available in English, Chinese, Spanish, French Canadian, Japanese or large print. Please mark your choice on the registration form.

### **REFUND POLICY**

Requests for refunds and rescheduling are honored if received prior to the first day of class by calling the Extension Office at (434) 872-4580. It may take as much as 30 - 60 days to receive a refund. Persons who do not inform us of their cancellation prior to the first day of class will forfeit their fees. Substitutes will be accepted, but cannot be made after the first day of class.

**TO REGISTER:** Advance registration and payment is necessary to confirm your enrollment and to order books/exams.

- **BY MAIL:** Complete and return the attached registration form along with your check. There will be a \$50 service fee for all returned checks.
- **IN PERSON:** Complete and return the attached registration form along with check or cash. (**exact change only** and no credit cards)

### **Make Checks Payable to:**

Treasurer - Virginia Tech

### **Mailing and Office Location**

VCE - Albemarle/Charlottesville  
ServSafe Class Registration  
460 Stagecoach Rd  
Charlottesville, VA 22902

- **ONLINE:** If paying by credit card, access the online registration by using the following link:

Virginia Cooperative Extension  
ServSafe Class Online Registration  
[https://apps.cals.vt.edu/  
cgi-bin/WebObjects/ServSafe.woa/  
wa/schedule](https://apps.cals.vt.edu/cgi-bin/WebObjects/ServSafe.woa/wa/schedule)

## **ServSafe Course Registration Form**

Class Dates:	Fee	Deadline plus fee
3/18/19 & 3/25/19	\$150	3/8/19 (\$170)

### **Please print**

Name \_\_\_\_\_

Business name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

### **Methods of Payment**

1. **By Mail** - Include completed form and check only (no cash or credit card)
2. **In Person** - Bring completed form, check or exact cash only (no credit cards)
3. **Online** - Both registration and credit card payment accepted online

### **Please mark your preferred TEXTBOOK LANGUAGE.**

The class will be taught in English.

☐ English ☐ Chinese ☐ Spanish ☐ Korean

### **Please mark your preferred EXAM LANGUAGE**

☐ English ☐ Chinese ☐ Spanish ☐ Korean

☐ French Canadian ☐ Japanese ☐ Large Print

Students are encouraged to review the book prior to class. Once payment is received, books can be picked up at the Albemarle VCE office. Please bring your book to the first day of class. Books not picked up will be brought on the first day of class.